



CALIFORNIA DEPARTMENT OF JUSTICE
BUREAU OF FIREARMS



**Centralized List of Exempted Federal Firearms Licensees
(CLEFFL) Application and 12070 PC Exemption Declaration**
(pursuant to Penal Code Section 12883)

Please Print Clearly

Business Name (As appears on FFL)		FFL Number		FFL Expiration Date	
Business Physical Address		City CA		Zip Code	
Business Mailing Address (If different than physical address)		City CA		Zip Code	
Business E-Mail Address		Business Telephone Number ()		Business Fax Number ()	
Normal Business Hours or Check if By Appointment Only: <input type="checkbox"/>					
Mon Tue Wed Thu Fri Sat Sun					
Local Law Enforcement Agency (Police or Sheriff Department): _____					
1. Complete Name of Exempted Federal Firearms Licensee (must be listed on FFL)		COE Number		COE Expiration Date	
2. Complete Name of Exempted Federal Firearms Licensee (must be listed on FFL)		COE Number		COE Expiration Date	
3. Complete Name of Exempted Federal Firearms Licensee (must be listed on FFL)		COE Number		COE Expiration Date	
To list more than three licensees, please complete and attach an additional application					
FFL Type (e.g. 01, 07, 08, etc.)					
Purpose of FFL (e.g., Gunsmith, Manufacturer, Importer, Wholesaler, etc.)					
12070 PC EXEMPTION DECLARATION					
Signature of Licensee #1 identified above _____ Date _____					
Signature of Licensee #2 identified above _____ Date _____					
Signature of Licensee #3 identified above _____ Date _____					
Any person furnishing a fictitious name, knowingly furnishing any incorrect information, or knowingly omitting any information on this declaration is guilty of a misdemeanor (12083 PC).					

California Department of Justice
Division of Law Enforcement
Bureau of Firearms

APPLICATION CHECKLIST and INSTRUCTIONS

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Before completing your application, check that you:

- ☐ Possess a valid Federal Firearms License (FFL) as a dealer, pawnbroker, importer or manufacturer of firearms issued by the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF).
- ☐ Possess a valid Certificate of Eligibility (COE) issued by the California Department of Justice.

OBTAINING A COE:

CLEFFL applicants must take two completed Request for Live Scan Service forms to a Live Scan station. Please refer to www.ag.ca.gov/fingerprints for Live Scan locations or check the yellow pages of your local telephone book. Request the Live Scan station submit your fingerprint impressions for a COE to both DOJ and FBI. You must pay the Live Scan operator a \$32 DOJ fingerprint processing fee, a \$19 FBI fingerprint processing fee, as well as the Live Scan operator fee. (Note: The Live Scan operator fee varies by Live Scan site, and the Bureau of Firearms does not set or regulate this fee.) The Live Scan operator will enter an Applicant Tracking Identifier (ATI) number on your copy of the Request for Live Scan service form. That ATI number documents your fingerprint submission.

After submitting your fingerprints, complete the COE application form. Include your Live Scan ATI number on the application. Mail your completed COE application with the \$22 COE application processing fee to the Department of Justice at the address shown on the application. Renewal applicants do not have to submit fingerprint images.

Before submitting the application packet, check that you:

- ☐ Completely fill in the application and 12070 PC Exemption Declaration for the Centralized List of Exempted Federal Firearms Licensees. **Incomplete applications will not be processed.**
- ☐ Include a check or money order payable to DOJ for the \$115 annual fee.
- ☐ Include a copy of your current FFL.

Mail completed packet to:
California Department of Justice
Bureau of Firearms - CLEFFL
P.O. Box 981118
West Sacramento, CA 95798-1118

If you have any questions, please contact the Firearms Licensing and Permits Unit at (916) 263-8100.